

BOARD OF SUPERVISORS

Brown County



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PHONE (920) 448-4015 FAX (920) 448-6221

LAND CONSERVATION SUBCOMMITTEE

Norbert Dantine, Jr., Chair
Dave Kaster, Vice Chair
Bernie Erickson, Dave Landwehr,
Tom Sieber, Dan De Grave

LAND CONSERVATION SUBCOMMITTEE

Monday, June 22, 2015

5:30 p.m. (PD&T to Follow)

**** Tour of US Customs Facility @ 5:15 pm ****

**Austin Straubel International Airport
2nd Floor of Terminal Bldg., Large Conference Room
2077 Airport Drive, Green Bay**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA**

****NOTE TIME AND LOCATION****

****For those planning on attending the meeting, please park in the short term parking lot and
bring in your parking ticket for validation.**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of April 27, 2015.

Comments from the Public

1. Budget Update April, 2015.
2. Budget Adjustment Request (15-37): Any increase in expenses with an offsetting increase in revenue.
3. Open Positions.
4. Variance request by Tinedale farms to allow an earthen manure storage facility expansion to be located within the 250' setback requirement.
5. Introduction to Cooperative Manure Digester Project.
6. Director's Report.

Other

7. Such Other Matters as Authorized by Law.
8. Adjourn.

Norb Dantine, Jr., Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

PROCEEDINGS OF THE BROWN COUNTY
LAND CONSERVATION SUBCOMMITTEE

Pursuant to Section 18.94 Wis. Stats., a regular meeting of the **Brown County Land Conservation Subcommittee** was held on Monday, April 27, 2015 at the Howard Public Works Department, 2198 Glendale Avenue, Howard, WI

Present: Chairman Dantine; Supervisors: Bernie Erickson, Tom Sieber, Dave Kaster, Dave Landwehr; and Mr. Dan De Grave
Also Present: Jim Jolly (Director – Land Conservation), John Bechle (Program Manager – Land Con) Troy Streckenbach (County Executive)

I. Call Meeting to Order

The meeting was called to order by Chairman Dantine at 5:30 PM

II. Approve/Modify Agenda.

Motion made by Supervisor Erickson, Seconded by Supervisor Landwehr to approve. Vote Taken. MOTION CARRIED UNANIMOUSLY.

III. Approve/Modify Minutes of March 23, 2015.

Motion made by Supervisor Kaster, Seconded by Dan De Grave to approve. Vote Taken. MOTION CARRIED UNANIMOUSLY.

Comments from the Public

- 1. Communication from Supervisor Robinson re: As part of the Class & Comp referral have each committee hold a discussion on the philosophy of how this comp plan would be implemented; referred from April County Board.**

Jolly informed that he had been through three Class and Comp plans while at the county. The last time was a disaster. They started to implement it and it was frozen for 10 years. He was a little dismayed that it got voted back to committee at County Board. They should have passed the structured plan and gotten on with this. He was frustrated.

Responding to Dantine, Jolly felt the structure was sound. It was just making adjustments within the structure for employees that they had. He informed that there would be some adjustments in their department. It was his recommendation to proceed, get it passed and get it going.

Supervisor Sieber arrived at 5:31 p.m.

Kaster questioned why not approve the whole thing together, Class and Come, wage, etc. Jolly responded that when you start talking wages with 1,700 employees, things got complicated and if it started getting out of hand, the whole thing could go down. They haven't had a wage compensation plan in years and that was the point. They were going to have trouble tracking people if they didn't have some sort of structured plan. He couldn't speak to how many people left the county because of wages. He personally wouldn't leave because of his wages, he raised a family here, and most people liked Brown County. Wages weren't the only thing; it was how they were treated within their office, relationships with downtown, those things were important. Kaster understood but it was part of Zima's communication later on, Supervisors

were asking if there were exit interviews. There was more to the puzzle and he felt government liked to throw money when something happened. He agreed there had to be a wage plan. He understood people were leaving and it had nothing to do with wages. Kaster added that exit interviews were voluntary so they never really found out. If they wanted to get someone to be honest, find them on their way out. Jolly stated that if he was coming to the county now and they didn't have some way that he could see if there was a possibility of advancing, he'd think twice.

Landwehr asked that they keep it focused on a department by department basis and look where they were at and what was happening. There was always going to be some turnover. Maybe the older generation was used to fewer turnovers where a lot of the younger generation was more mobile in positions. He wouldn't blame an employee if they had a better opportunity somewhere else. Just as they would take the approach if they had a problem employee they would deal with it also.

Jolly stated the message he had for the committee from some of his staff was that after Wednesday night they were skeptical that anything was going to happen. That's not good.

Erickson referred to Item 1a, "WHEREAS, as an initial step to pay market rate, Human Resources recommends adopting the attached Brown County Classification Salary Range". Was it determined that the "Mid-Point" on the study was market rate? Streckenbach was hoping to get the board to agree that this study, based on the information that they were able to receive, puts those positions at where they were at on the spreadsheet. Once the study was adopted they would allow internally departments to meet with staff and verify that employees were comfortable with where their job description landed. From there they bring it through to the Executive Committee. He didn't know what the appetite was of the board of how to address those individuals who were at 80%-90%-110%, they didn't know what to do with the people that were below 80%. What they wanted to do was basically say yes they agreed that if they were to go out for market, and if they were to have their compensation structure set up, this is where it should land. So when they published new positions in the future, at least they had a basis to start off of. The second phase, outside of getting the positions fixed in the next two months process, was for the board to decide that when they bring employees in, did they want the target to be at the midpoint, above the midpoint, below the midpoint. After they determined that, the last part would be compensation which would be directed and derived based on what the board ultimately wanted to compensate the employees at. This first phase gave them a starting block in having a conversation about where their employees landed based on the analysis that Wipfli did. From there they would have to decide on a couple different options of what they felt was the best move going forward.

Dantinne felt that if someone came in and they were hired at the mid-range making more than someone who had been with the county for 20 years, that was not fair and it had to stop. He felt they looked awfully foolish as the County Board spending \$70,000 to do a comp plan and then sit on it. In his mind it gave them a range, it was a starting block, and now they knew what the structure was. Erickson agreed with him, they needed to have a starting range to show people and certain adjustments needed to be made. That's where managers become managers. They had to look at the qualifications and see where they fell in compared to the other employees. And at the same time they were going to have to come up and have to have some kind of approved formula for the wage ranges for new employees, which was not 100% carved in stone.

Erickson was hung up on the "whereas... as the initial step to pay market rate". He felt it should state "to determine market rate". Landwehr interjected, they could take that statement to

mean either or, they could be raising people up or freezing them. That's how he interpreted it. It was trying to get closer to the mid-point, not bring everyone up. Erickson felt they weren't trying to get people necessarily to the mid-point. They initially said no one was going to lose wages but at the same time, there were employees that may have been with the county for quite some time and they were at the low point, maybe that is where they belong because they don't do anything more than they absolutely ever had to to meet the qualifications for that job.

Streckenbach informed that their objective was to keep their salary structure competitive in the future. It was 13 years of 19 bargaining units. They tried to address compression issues with management over the last four years where they had management making less than what the staff that they were supervising. They didn't correct them all but believed they got the majority of them. The same time they had a system that was basically frozen in time and the market rate had grown over and beyond it. Even if they decided not to give any pay increases they had a structure where over each year the CPI would move this thing forward. They just needed to have a structure so they knew that they will not overpay or underpay their staff.

Sieber agreed, they needed something in place for a salary structure. He was fighting at the County Board to hold for 30 days because whenever they passed something that involved employees or any major policy, that they get feedback and input from staff. One thing in their packet was Departmental Opening Summaries. The reason they do that now was to tell what positions were turning over faster than others. If they kept seeing a position open, they knew there was a problem and they needed to look into it. He agreed with Kaster that they were losing people and bringing in replacements for more than the person who left, that was absolutely not right. He was hoping they could identify the people that were most likely to leave because they were so far below midpoint and then put that plan together and try to get that person up to midpoint so they stay, etc.

Streckenbach stated that part of the reason why that was happening, when the county added to the baseline the contract basically stated that the wage structure would move with it. So if there was a vacancy and it was filled, that individual would be brought in at the same rate as where the current employee left at. That system was in place and technically still happening today.

Motion made by Supervisor Erickson, Seconded by Supervisor Landwehr to receive and place on file Item 1. Vote Taken. MOTION CARRIED UNANIMOUSLY.

1a. Resolution re: Brown County Classification Salary Range; *referred from April County Board.*

Motion made by Supervisor Erickson, Seconded by Supervisor Kaster to approve for the purpose of sending forward to the Executive Committee noting a possible change in the 6th "Whereas... as an initial step to 'pay' market rate", which may be "to 'determined' market rate". Vote Taken. MOTION CARRIED UNANIMOUSLY.

2. Communication from Supervisor Zima re: Request that Human Resources Department provide each standing committee statistical information as to what the county employee turnover rate is by department and the corresponding reason for turnover; *referred from April County Board.*

Jolly informed that they had a guy leave last December, the former Director left two December's before that.

Erickson would like to see Department Heads come forward monthly when someone left and

the reasoning why. He would like to see quarterly a breakdown of all the departments. Director of Administration Chad Weininger provided handouts (attached). Streckenbach informed that the 11.69% turnover for 2014 was below the national average. They had individuals leaving for multiple reasons such as job advancements. They had an amazing amount of people retiring who worked for Brown County for 30+ years and that will become a reoccurring theme. They also had areas where they weren't compensated appropriately. He wasn't sure if it was the wages or workload but Economic Support in the Human Services Department had a decent amount of turnover. They had people leave because of Act 10, also because of things they had done administratively with Chapter 4. They had 1,700 employees; there were different degrees as to why people were leaving. Was pay one of them, in certain areas it probably was.

Weininger informed that HR was reviewing the exit interview process and trying to get a better sample. Because of Supervisor Sieber's request they were trying to pinpoint them down more as opposed to their historic which was basically a resignation or a retirement, but specifically why. The problem, a lot of it was voluntary and they won't always get really good feedback especially if someone doesn't want to burn a bridge in the future or maybe come back.

Motion made by Supervisor Erickson, Seconded by Supervisor Kaster that they receive from Department Heads a status report on a monthly basis as to why people left and quarterly from staff for the overall county.

A friendly amendment was made by Supervisor Sieber, seconded by Supervisor Erickson to add "may require a closed session" be added to the motion. Vote taken. Nay: Landwehr. MOTION CARRIED 5-1.

Other

3. Budget Status Financial Report, March, 2015.

Motion made by Supervisor Sieber, Seconded by Supervisor Erickson to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY.

4. Departmental Openings Summary, April, 2015.

Motion made by Supervisor Erickson, Seconded by Dan De Grave to approve. Vote Taken. MOTION CARRIED UNANIMOUSLY.

5. Director's Report.

Jolly informed that they were negotiating another \$120,000 grant from the Crown Family Foundation and Ducks Unlimited. They also were negotiating a long term staffing agreement with NRDA Trustee Council.

With regard to the phragmites issue along the Bay and some inland areas. Bay-Lake Regional Planning and the DNR both received grants over a million dollars to do phragmites control. This will help a lot of landowners along the Bay shore as it will increase property values if they can get it controlled. They were starting to talk about how they will get involved with them.

Erickson informed that if they needed certain laborers working on that, Sheriff Gossage would provide Huber inmates. They could potentially save some money and get the work done.

**Motion made by Supervisor Sieber, Seconded by Supervisor Landwehr to receive and place on file.
Vote Taken. MOTION CARRIED UNANIMOUSLY.**

6. Such Other Matters as Authorized by Law.

7. Adjourn.

**Motion made by Supervisor Sieber, Seconded by Supervisor De Grave to adjourn at 6:14 PM. Vote
Taken. MOTION CARRIED UNANIMOUSLY.**

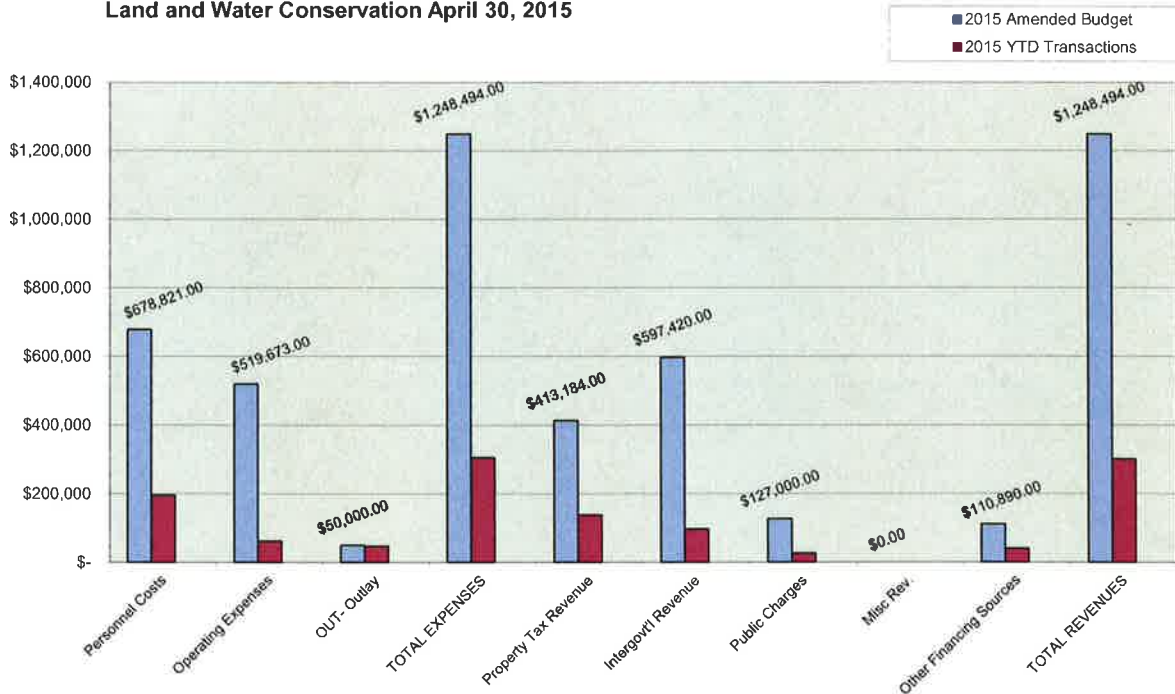
Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

Brown County Land & Water Conservation
Budget Status Report (unaudited)
April 30, 2015

	<u>2015 Amended</u> <u>Budget</u>	<u>2015 YTD</u> <u>Transactions</u>		<u>2014 Amended</u> <u>Budget</u>	<u>2014 YTD</u> <u>Transactions</u>
Personnel Costs	\$678,821.00	\$195,980.87	Personnel Costs	\$676,179.00	\$172,457.08
Operating Expenses	\$519,673.00	\$61,988.07	Operating Expenses	\$241,965.00	\$62,881.97
OUT- Outlay	\$50,000.00	\$47,132.00	OUT- Outlay	\$0.00	\$0.00
TOTAL EXPENSES	\$1,248,494.00	\$305,100.94	TOTAL EXPENSES	\$918,144.00	\$235,339.05
Property Tax Revenue	\$413,184.00	\$137,728.00	Property Tax Revenue	\$408,858.00	\$136,286.00
Intergov't Revenue	\$597,420.00	\$97,252.23	Intergov't Revenue	\$372,746.00	\$55,657.02
Public Charges	\$127,000.00	\$25,978.65	Public Charges	\$131,700.00	\$10,338.40
Misc Rev.	\$0.00	\$10.10	Misc Rev.	\$0.00	\$0.00
Other Financing Sources	\$110,890.00	\$40,733.50	Other Financing Sources	\$4,840.00	\$591.00
TOTAL REVENUES	\$1,248,494.00	\$301,702.48	TOTAL REVENUES	\$918,144.00	\$202,872.42

Land and Water Conservation April 30, 2015



BUDGET ADJUSTMENT REQUEST

15-37

Category

Approval Level

- | | |
|---|---|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year | Director of Admin |
| <input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount | Oversight Comm
2/3 County Board |
| <input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue | Oversight Comm
2/3 County Board ✓ |
| <input type="checkbox"/> 8 Any allocation from a department's fund balance | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 9 Any allocation from the County's General Fund | Oversight Comm
Admin Committee
2/3 County Board |

Justification for Budget Change:

The Land & Water Conservation Department received a grant for \$68,890 through the National Fish and Wildlife Foundation, to continue to do work in the pike project area for the period 01/01/2015-12/31/2016. These funds are specifically to be used on Haller Creek for stream bed restoration and impediment removal. This budget adjustment is for the portion to be completed in 2015. The 50% match requirement will be met by the previously awarded and budgeted State of Wisconsin NRDA program grants. **Budget impact: \$65,910**

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	110.048.301.4301	Pike Project Federal Grant Revenue	65,910
<input checked="" type="checkbox"/>	<input type="checkbox"/>	110.048.301.5100	Pike Project Regular Earnings	4,565
<input checked="" type="checkbox"/>	<input type="checkbox"/>	110.048.301.5700	Pike Project Contracted Services	54,866
<input checked="" type="checkbox"/>	<input type="checkbox"/>	110.048.301.5300	Pike Project Supplies	4,316
<input checked="" type="checkbox"/>	<input type="checkbox"/>	110.048.301.5308.100	Pike Project Vehicle/equip. gas, oil	638
<input checked="" type="checkbox"/>	<input type="checkbox"/>	110.048.001.9003.400	Pike Project Transfer Out Wages	1,525
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.048.001.9002.400	Land Con General Transfer in Wages	1,525
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.048.001.5100	Land Con General Regular Earnings	1,525

James R. Jolly
Signature of Department Head
Department: Land & Water Conservation
Date: 5-7-15

AUTHORIZATIONS

[Signature]
Signature of DOA or Executive
Date: 5/15/15

Departmental Openings Summary
To: Land Conservation Committee
From: Land & Water Conservation Department

22-Jun-15

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Agronomist	Current	N/A	hold	grant funding not 100%

Ex: Transfer, Wage, Working Conditions

LAND AND WATER CONSERVATION

Brown County

1150 BELLEVUE ST.
GREEN BAY, WI 54302

JIM JOLLY

PHONE (920) 391-4620 FAX (920) 391-4617 WEB: www.co.brown.wi.us

COUNTY CONSERVATIONIST

Notice of Intent (Animal Waste Storage Facility)

This letter was drafted in order to provide you with information about an animal waste/industrial storage facility being planned near your property under authority of Chapter 26 of the Brown County Administrative Code.

I/We (Mark Gilson) are aware of the manure storage facility

NEIGHBOR'S NAME(S) PRINTED

being planned for Tinedale Farm. I/We are also aware of the Brown County Land Conservation Subcommittee meeting being held June 22, 2015 at 6 p.m. at the 1150 Bellevue St, Green Bay, WI 54302 for a request for a variance to the Brown County Animal Waste Management Ordinance. The ordinance requires a 250-foot setback of a manure storage facility from an adjacent owner's property line. At this time I/We have have no comments or objections with the placing of a manure storage facility for Tinedale Farm within 250 feet of my property line.

Mark Gilson
NEIGHBOR'S SIGNATURE

Date: 6-12-15

NEIGHBOR'S SIGNATURE

Date: _____

Enclosed for your information is an aerial view of the site with the location of the planned facility and a copy of Brown County's Animal Waste Ordinance. Please review and circle the above italicized statement, which fits your position on the location of the manure storage facility and send it back to the Brown County Land & Water Conservation Department with the enclosed stamped envelope.

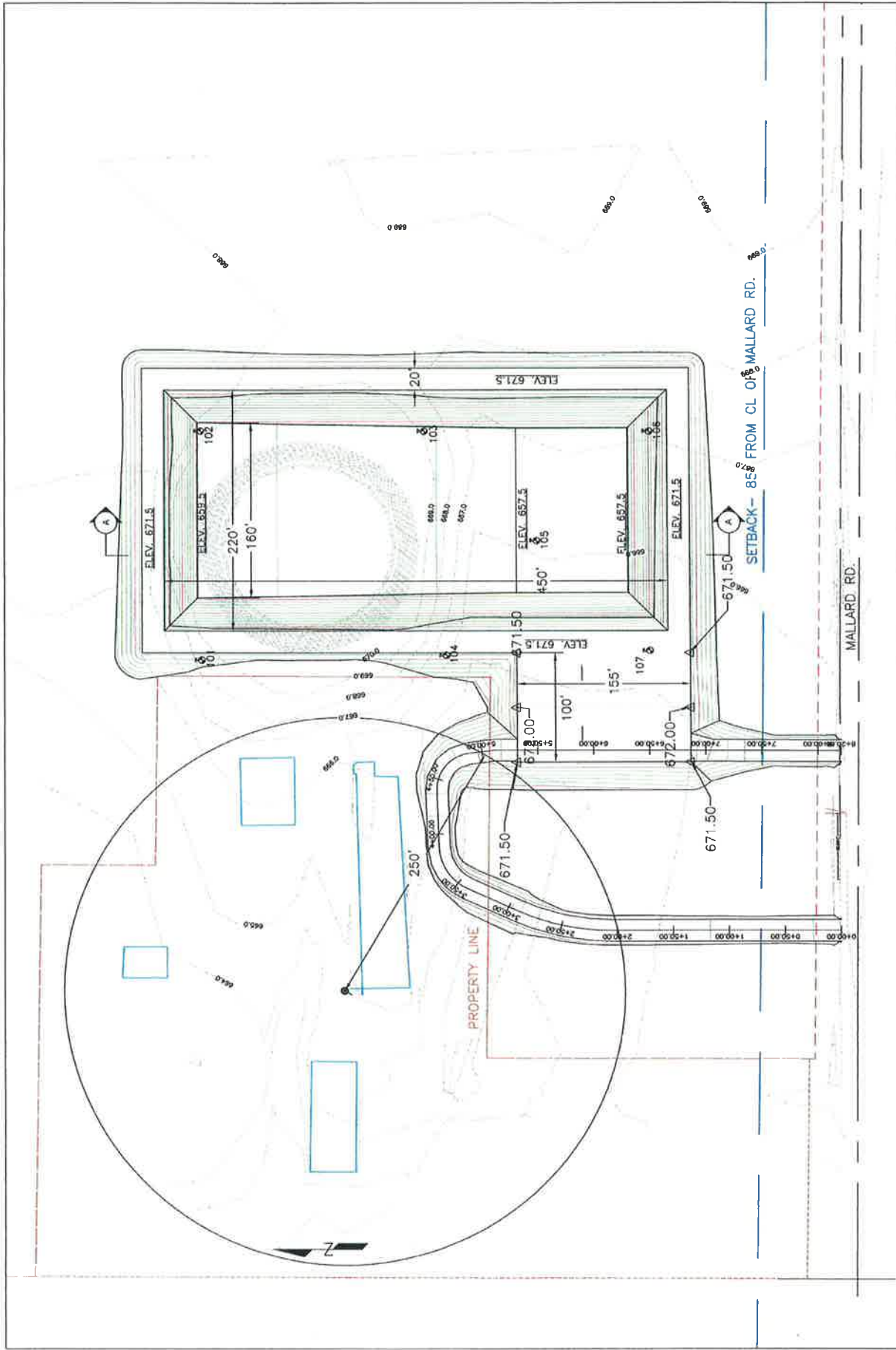
If you have questions or concerns about this project you can call our office, attend the meeting or submit written comments to the Brown County Land & Water Conservation Department at the above address before the June 22, 2015 meeting.

Brown County does not endorse or assume responsibility for the use or misuse of this structure in the future regarding odor, manure spills, over application of wastes, management, maintenance, agricultural generated noises or health/safety liabilities. This structure is being designed and inspected to follow all local, state and federal standards and specifications.

If there are any changes to the above meetings or dates you will be notified by mail or phone.

Sincerely,





PROJECT NO. 2	REVISIONS BY DATE	DESCRIPTION OF REVISION	REVISIONS BY DATE	DESCRIPTION OF REVISION	SHEET NO. 2
DATE XX/XX/XX	INITIALS		INITIALS		
DRAWN BY:	CHECKED BY:				
TINEDALE FARMS, KUSTER SITE ANIMAL WASTE FACILITY BROWN COUNTY, WISCONSIN					SITE PLAN
Roach & Associates, LLC Dorothy Roach and Associates, Inc. Consulting 856 North Main Street, Seymour, WI 53156 P: 920-833-6340 F: 920-833-5851					SCALE 1" = 80'